

Program in Sustainable Forest Management **MS Program Checklist** (January 15, 2020)

Requirements and <i>strongly Recommended Actions</i>	Deadline	
Initial Orientation and Registration	<ul style="list-style-type: none"> <input type="checkbox"/> Attend <i>Fall</i> CoF New Graduate Student Orientation <input type="checkbox"/> Seek advising by major professor <input type="checkbox"/> Register for coursework 	Before start of 1 st term
Form Graduate Committee http://gradschool.oregonstate.edu/progress/graduate-committee	<ul style="list-style-type: none"> <input type="checkbox"/> Must meet all OSU Graduate Committee Requirements and <input type="checkbox"/> Two members of the graduate faculty including two from the major department (includes major professor) <input type="checkbox"/> A representative of the Graduate Council (can be selected later) <input type="checkbox"/> A member from the minor department (if applicable) 	By end of 1 st or 2 nd term
Meet with Graduate Committee members to develop and sign Program of Study OSU Continuous Enrollment Policy: http://catalog.oregonstate.edu/ChapterDetail.aspx?key=38#Section1804	<ul style="list-style-type: none"> <input type="checkbox"/> Must be registered for a minimum of 3 credits to hold program meeting 	Before end of 2 nd term
Program of Study forms*: http://gradschool.oregonstate.edu/forms#program *Starting January 2020, form must be submitted electronically. Student must submit a PDF copy to Graduate Coordinator prior to submitting form to committee for signatures.	<p style="text-align: center;">Must include 12-credit SFM Common Core</p> <ul style="list-style-type: none"> <input type="checkbox"/> FOR 550 <input type="checkbox"/> FES 521 or equivalent <input type="checkbox"/> 6 credits of graduate-level statistics or econometrics <p style="text-align: center;">SFM Concentration Requirement</p> <ul style="list-style-type: none"> <input type="checkbox"/> Must also include required courses from student's area of concentration (6-8 credits) <p style="text-align: center;">Other SFM Requirements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Must include participation in CoF Graduate Research Symposium, or Committee presentation substitution, or a FES/FOR/WSE seminar that allows the student an opportunity to present their research. <i>One presentation as poster and one as oral presentation.</i> <input type="checkbox"/> Must include 6-12 credits of FE/FOR 503 (Thesis) <input type="checkbox"/> No more than 9 credits of blanket numbered courses <input type="checkbox"/> 30 credits must be taken at OSU <input type="checkbox"/> Grades of non-transfer courses will be C or above, or P or R <input type="checkbox"/> No more than 50% of the credits are slash courses <input type="checkbox"/> Plan includes training in the responsible conduct of research <input type="checkbox"/> Total number of credits must be at least 45 	Before completion of 18 credits. Must submit at least 15 weeks before Final Oral Examination
Prepare Research Proposal	<ul style="list-style-type: none"> <input type="checkbox"/> Present Research Proposal at CoF Graduate Student Symposium or other approved conference (as poster) 	By end of 3 rd term
Complete Annual Graduate Student Progress Report	<ul style="list-style-type: none"> <input type="checkbox"/> Meet with major professor to discuss performance, progress and goals for the upcoming year. Submit Grad Student Annual Evaluation form to Graduate Coordinator 	By end of 3 rd term and annually thereafter
Update your committee on your progress	<ul style="list-style-type: none"> <input type="checkbox"/> Provide a progress report and a research update to your committee members. 	Annually
Select Graduate Council Representative https://gradschool.oregonstate.edu/forms#gcr	<ul style="list-style-type: none"> <input type="checkbox"/> Complete online GCR list generation tool for a list of potential Graduate Council Representatives <input type="checkbox"/> Secure, then meet with your Grad. Rep. to introduce yourself and your research 	At least 15 weeks before Final Oral Examination
File approved Program of Study	<ul style="list-style-type: none"> <input type="checkbox"/> File Program of Study with the Graduate School 	At least 15 weeks before Final Oral Examination

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<p>File Diploma Application https://gradschool.oregonstate.edu/forms#diploma</p>	<ul style="list-style-type: none"> <input type="checkbox"/> File Diploma Application with the Graduate School <input type="checkbox"/> If changes made to original Graduate Committee, inform all faculty involved 	<p>At least 15 weeks before Final Oral Examination</p>
<p>Schedule Final Oral Examination https://gradschool.oregonstate.edu/forms#event</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Submit online exam scheduling form <input type="checkbox"/> Distribute a defensible copy of your thesis to your Committee <input type="checkbox"/> Work with Graduate Coordinator to notify Committee and Department of date, time and place of final exam <input type="checkbox"/> Advertise Defense (open to public) 	<p>At least 2 weeks prior to Final Oral Examination</p>
<p>Submit thesis pretext pages http://gradschool.oregonstate.edu/success/thesis-guide</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Deliver or email the pretext pages to the Graduate School (Julie Kurtz) 	<p>At least 2 weeks prior to Final Oral Examination</p>
<p>Additional Requirements</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Must be registered for a minimum of 3 credits to take final exam <input type="checkbox"/> All course work appearing on the Program of Study must be completed or in progress <input type="checkbox"/> Have a minimum GPA of 3.00 on both your Program of Study and cumulative transcript <input type="checkbox"/> Grades of non-transfer courses will be C or above, or P or R <input type="checkbox"/> Prepared to “meet expectations” or better on MS Evaluation Rubric. See here: https://ferm.forestry.oregonstate.edu/current-graduate-student-information 	<p>Prior to Final Oral Examination</p>
<p>Exit Requirements</p> <p>Electronic Thesis Submission: http://gradschool.oregonstate.edu/success/thesis-guide</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Submit Thesis to ScholarsArchive <input type="checkbox"/> Complete survey and schedule SFM Exit Interview with FERM Department Head <input type="checkbox"/> Complete FERM department “Check-out.” See FERM office for instructions. 	<p>Within 6 weeks after your exam or before the 1st day of the following term, whichever comes first, to avoid having to register for a min. of 3 credits the next term</p>